

**MILLIS PLANNING BOARD** **January 11, 2022**  
**MEETING MINUTES**  
**ROOM 229, VETERANS MEMORIAL BUILDING, 900 MAIN ST., MILLIS, MA**

The meeting was called to order at 7:30 p.m. by Mr. Richard Nichols, Chair.

Members present: Richard Nichols, Chair  
Nicole Riley, Clerk  
George Yered  
Alan Handel  
Joshua Guerrero, Associate Member

Members Absent: Bodha B. Raut Chhetry

Also present: Robert Weiss, Planning Director  
Jeff Maxtutis, BETA

**INFORMAL DISCUSSION – PRESENTATIONS:**

**Jeff Maxtutis, Project Manager, BETA Group. Inc. – “Complete Streets” Program**

Mr. Maxtutis presented an overview of the Complete Streets Program (slides attached). This is a Mass DOT program. Mr. Maxtutis summarized the Complete Streets policy and training, prioritization plan, and project construction funding.

Mr. Nichols asked if the program provided any benefits to the every-day commuter, such as traffic relief. Mr. Maxtutis said that there are other programs that address traffic/bottleneck issues; not the Complete Streets program. As Mr. Maxtutis stated, the MassDOT definition of a “Complete Street is one that provides safe and accessible options for all travel modes – walking, biking, transit, and motorized vehicles – for people of all ages and abilities.”

**Robert Weiss, Planning Director – Zoning Changes for MBTA Communities (MGL 40A Sec. 3a)**

Mr. Weiss stated that the Town of Millis is considered an “MBTA Community” as it abuts the Town of Norfolk. The State will be requiring MBTA communities to designate a district for as-of-right affordable housing. This means that a section or sections of Millis must be designated with a greater building density (15 units per acre) to accommodate this through zoning. Mr. Weiss stated that plan changes to the “Town Center” area have already begun and this will coincide with the State’s requirements for more affordable housing. The Town has to create an area for developers to create more dense housing, he said. There are various steps to take and the final benchmark is December 31, 2024. Mr. Weiss will keep the Board updated as to any proposed zoning bylaw changes/amendments to follow.

**OTHER BUSINESS:**

**FY2023 PLANNING BOARD BUDGET**

The Planning Board reviewed the budget prepared by Ms. Standley.

On a motion made by Mr. Nichols, seconded by Ms. Riley, the FY2023 Planning Board budget was unanimously approved as written.

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**PROPOSED ZONING BYLAW AMENDMENTS DISCUSSION:**

**(1) ASSOCIATE MEMBER TO THE PLANNING BOARD**

Currently, the Associate Planning Board member can only act on Special Permits. The amendment to the Associate Member to the Planning Board Bylaw will allow the Associate Member to act not only on Special Permits, but Site Plan applications as well. This will allow the Planning Board to be more effective in its voting duties and with meeting quorum obligations.

On a motion made by Mr. Nichols, seconded by Ms. Riley, it was voted unanimously to recommend the proposed article to the Select Board in order to hold a public hearing.

**(2) ADDING I-P-2 DISTRICT TO TABLE 2. AREA REGULATIONS AND TABLE 3. HEIGHT AND BULK REGULATIONS**

When the I-P-2 District was created in 2008, Table 1. Use Regulations was updated, however, it appears that Tables 2 & 3 were inadvertently omitted. The square footage will be the same as that for the I-P District, therefore, only the designation of I-P-2 should be added to both Tables 2 and 3. This is simply a clerical change for consistency.

On a motion made by Mr. Nichols, seconded by Ms. Riley, it was voted unanimously to recommend the proposed article to the Select Board in order to hold a public hearing.

**BARBERRY HOMES RELEASE OF REMAINING REVIEW FEES**

The “Dover Road Residences” project was sold and Barberry Homes is no longer involved in the construction of the assisted living facility. There is a balance of funds remaining in their Consultant Review fee account.

On a motion made by Mr. Nichols, seconded by Ms. Riley, it was voted unanimously to refund the unused balance in the amount of \$4,397.25 from the Consultant Review Fee revolving account for the above mentioned application. The property and associated special permit has been sold to Anthology Senior Living, therefore, these funds may be returned to Barberry Homes.

**MINUTES**

On a motion made by Mr. Nichols, seconded by Ms. Riley, it was voted unanimously to approve the regular session meeting minutes from December 14, 2021, as written.

**ADJOURN**

There being no further business, on a motion made by Mr. Nichols, seconded by Ms. Riley, it was unanimously voted to adjourn the meeting at 8:50 p.m.

Scheduled Planning Board Meetings: February 8, 2022 (Room 229)  
March 15, 2022 (Room 229)

*Respectfully submitted,*

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*Camille Standley, Administrative Assistant*